



Foreign Affairs Manual

2 FAM – General

Change Transmittal: GEN-382

Date: September 26, 2011

2 FAM 1920

Briefing, Debriefing, and Arranging Consultation for Newly Appointed or Returning Ambassadors

Changes

1. HR/PC is updating this section because it is outdated (last updated in 1965) and does not accurately reflect the current consultation process for COMs. After the changes, the responsibilities of M/DGHR are now more accurate, and the roles of other key players (all other offices who cleared) are more well-defined to line up with the actual duties they are performing. Additionally, old, out of references were cleaned up and more details about the consultation process are given for COMs and their family members.
2. Treat all this material as new. Future revisions will be shown in *italic dark magenta*. *Italic dark magenta* provides a historical record of changes and is used in subchapter issuances where less than 50 percent of the text has been revised.
3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

Filing Instructions for Paper Copies

1. Remove and discard old subchapter 2 FAM 1920 (CT:GEN-1008; 09-07-1965; 7 pages) and replace it with revised subchapter 2 FAM 1920 (6 pages).
2. After inserting the material in the binder, insert this Change Transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:GEN-382 and initial.

Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/GIS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this change transmittal letter.

(PER/PC)